



Documents Required for Dividend Collection

Person Collecting	Required Documents
Shareholder for his own dividend only	<ul style="list-style-type: none">• Original valid ID of shareholder
Shareholder for his own and his minor's dividends	<ul style="list-style-type: none">• Original valid ID of shareholder• Original valid ID or Birth Certificate of minors or valid Special Power of Attorney• Original valid ID of representative
Representative of shareholder to collect for shareholder only	<ul style="list-style-type: none">• Original copy of Authority Letter• Original valid ID of shareholder• Original valid ID of representative
In case of a mother representing minors	<ul style="list-style-type: none">• Original valid Special Power of Attorney authorising the mother• Original valid ID of representative
Representative of shareholder to collect including minors of shareholder	<ul style="list-style-type: none">• Original valid ID of representative• Original copy of Authority Letter with names of minors, NIN, and ID number stated in the letter• Original valid ID or Birth Certificate of minors or valid Special Power of Attorney
In case shareholder is deceased	<ul style="list-style-type: none">• Copy of Court Inheritance Certificate• Original valid ID of representative
Corporate shareholders	<ul style="list-style-type: none">• Original copy of Authority Letter• Photocopy of CR• Photocopy of the ID of authorized signatory• Original valid ID of representative